

INSTRUCTIONS FOR CHANGE OF NAME OF AN ADULT
Instructions for Completing Dom Rel 60

Introduction:

You must be an adult to use this form (age 18 or older). Do **not** use this form if you are filing to have a child's name changed. Use DOM REL 62 instead.

You must be a resident of the County in which you are filing for a name change.

You may not use these forms to change a name in connection with an adoption or a divorce.

For more information, read Maryland Rule 15-901.

General:

To change your name you must file a Petition for Change of Name. A notice of the request must be published in a newspaper of general circulation in the county in which you reside unless the Court grants a waiver of publication. You will need to check with the Clerk of Court regarding publication of the Notice. In some jurisdictions publication arrangements are the responsibility of the party asking for publication. In other jurisdictions the Clerk of Court will arrange to have the Notice published. After the notice has been published, other persons are given the opportunity to object. If someone objects, that person must file an objection and send a copy of the objection to you. You will have 15 days to respond to the objection by filing a written response with the Court. If you want the court to hold a hearing on the objection, include a Request for Hearing or Proceeding, DOM REL 59, with your response.

Instructions:

> STEP 1 — Completion of the Petition for Change of Name (Adult), Notice for Publication and Order for Change of Name

- A. Fill out the Petition for Change of Name, as indicated.
- B. Sign the Petition.
- C. Fill out the top section and first paragraph of the Notice for Publication. Leave the second paragraph blank.
- D. Fill out the Order for Change of Name, except for the date and Judge's signature.

>STEP 2 — Attachment of Birth Certificate

Attach to the documents to be filed with the court, a copy of your birth certificate or other document reflecting your *current name* (the one you want to change *from*).

>STEP 3 — Filing of Documents

File the above documents with the Clerk of the court at the circuit court for the county in which you reside. Pay the filing fee. You will need to check with the Clerk of Court regarding publication of the Notice. In some jurisdictions publication arrangements are the responsibility of the party asking for publication. In other jurisdictions the Clerk of Court will arrange to have the Notice published.

>STEP 4 — Pay for the Publication of the Notice

The newspaper will send you an invoice to have the Notice published. You are required to pay this invoice. Publication can be expensive. After the Notice has been published you and the Clerk will be sent a confirmation from the newspaper.

>STEP 5 — Consideration of Petition and Issuance of Order

After the Clerk receives the confirmation from the newspaper, they will send your Petition to a judge. The judge will review all of the information.

If someone has contested the name change or if the judge has any questions about your petition, then a hearing may be scheduled. (Remember to respond to any objection within 15 days after you receive it and include a Request for Hearing or Proceeding, DOM REL 59, if you want the court to hold a hearing on the objection).

If no one has contested the change, and everything has been done properly, then the judge may sign the Order for Name Change. You will receive a certified copy of the Order in the mail, and, for a small fee, you may obtain additional certified copies of the Order from the Clerk. You will need to use a certified copy of the Order for Name Change to change your name at the Motor Vehicle Administration (you may need other identification for this), the Bureau of Vital Statistics, Social Security Administration, creditors, etc.

Circuit Court for _____

City or County _____

CIVIL-DOMESTIC CASE INFORMATION REPORT

Directions:

Plaintiff: This Information Report must be completed and attached to the complaint filed with the Clerk of Court unless your case is exempted from the requirement by the Chief Judge of the Court of Appeals pursuant to Rule 2-111. A copy must be included for each defendant to be served.

Defendant: You must file an Information Report as required by Rule 2-323(h).

THIS INFORMATION REPORT CANNOT BE ACCEPTED AS AN ANSWER OR RESPONSE.

FORM FILED BY: ☐ PLAINTIFF ☐ DEFENDANT CASE NUMBER: _____ (Clerk to insert)

CASE NAME: _____ v _____
Plaintiff Defendant

PARTY'S NAME: _____ PHONE: () _____ (Daytime phone)

ADDRESS: _____

PARTY'S ATTORNEY'S NAME: _____ PHONE: () _____

ATTORNEY'S ADDRESS: _____

☐ I am not represented by an attorney

RELATED CASE PENDING? ☐ Yes ☐ No If yes, Court and Case #(s), if known: _____

Special Requirements? ☐ Interpreter/communication impairment Which language _____
(Attach Form 1-332 if Accommodation or Interpreter Needed) Which dialect _____

☐ ADA accommodation: _____

ALTERNATIVE DISPUTE RESOLUTION INFORMATION

Is this case appropriate for referral to an ADR process under Md. Rule 17-101? (Check all that apply)

- A. Mediation ☐ Yes ☐ No C. Settlement Conference ☐ Yes ☐ No
B. Arbitration ☐ Yes ☐ No D. Neutral Evaluation ☐ Yes ☐ No

IS THIS CASE CONTESTED? ☐ Yes ☐ No If yes, which issues appear to be contested?

- ☐ Ground for divorce
☐ Child Custody ☐ Visitation
☐ Child Support
☐ Alimony ☐ Permanent ☐ Rehabilitative
☐ Use and possession of family home and property
☐ Marital property issues involving:
☐ Valuation of business ☐ Pensions ☐ Bank accounts/IRA's ☐ Real Property
☐ Other: _____
☐ Paternity
☐ Adoption/termination of parental rights
☐ Other: _____

Request is made for: ☐ Initial order ☐ Modification ☐ Contempt ☐ Absolute Divorce ☐ Limited Divorce

For non-custody/visitation issues, do you intend to request:

- ☐ Court-appointed expert (name field) _____ ☐ Mediation by a Court-sponsored settlement program
☐ Initial conference with the Court ☐ Other: _____

For custody/visitation issues, do you intend to request:

- ☐ Mediation by a private mediator ☐ Appointment of counsel to represent child (not just to waive psychiatric privilege)
☐ Evaluation by mental health professional ☐ A conference with the Court
☐ Other Evaluation _____

Is there an allegation of physical or sexual abuse of party or child? ☐ Yes ☐ No

CASE NAME: _____		V	_____	CASE NUMBER: _____
Plaintiff			Defendant	(Click to insert)
TIME ESTIMATE FOR A MERITS HEARING: _____ hours _____ days				
TIME ESTIMATE FOR HEARING OTHER THAN A MERITS HEARING: _____ hours _____ days				

Signature of Counsd/Party

Date

Print Name

Street Address

City/State/ZIP

IN THE MATTER OF:

Your Current Name

Street Address

City, State, Zip

Telephone

FOR CHANGE OF NAME TO:

New Name

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IN THE

CIRCUIT COURT

FOR

Civil No.: _____

* * * * *

PETITION FOR CHANGE OF NAME

(Adult)

(DOM REL 60)

TO THE HONORABLE, THE JUDGE OF SAID COURT:

Petitioner, _____, respectfully represents
to this Court: Your Current Name

1. That I was born on _____, in _____,
Your Birthdate Your Birthplace - City, State, County
and presently reside at _____
Present Address

2. That I was born _____ (See copy of
Your Birth Name attached birth certificate.)

- ☐ My name has been changed to the following since birth for the following reasons:
(List any reasons why your name may have changed since birth, for example, marriage).

Name Changed To:

Reason:

_____	_____
_____	_____
_____	_____
_____	_____

- ☐ I have attached any documents that changed my name officially.

3. Select one of the following:

☐ I have never registered as a sexual offender; OR

☐ I am or have previously been registered as a sexual offender under the following name:

Full Name as Registered

4. I am requesting this change of name because:_____

5. ~~I wish to change my name to:~~_____

New Name

6. I hereby certify that the above change of name is not requested for any illegal or fraudulent purposes.

WHEREFORE, I respectfully request that the Court pass an Order changing my name

from _____ to _____

Current Name

New Name

I, _____, solemnly affirm under the penalties of perjury, that the contents of the foregoing paper are true to the best of my knowledge, information and belief.

Date

Your Signature

Your Name - Printed

Address

City, State, Zip

Telephone

IN THE MATTER OF:

(your current name)

FOR CHANGE OF NAME TO:

(new name)

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IN THE

*

CIRCUIT COURT

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FOR

*

*

Civil No.: _____

* * * * *

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NOTICE

(Adult)

(DOM REL 61)

The above Petitioner has filed a Petition for Change of Name in which he/she seeks to change his/her name from _____ to _____

(your current legal name)

_____. The petitioner is seeking a name change because:

(name you want)

Any person may file an objection to the Petition on or before the _____ day of _____, _____. The objection must be supported by an affidavit and served upon the Petitioner in accordance with Maryland Rule 1-321. Failure to file an objection or affidavit within the time allowed may result in a judgment by default or the granting of the relief sought.

A copy of this notice shall be published one time in a newspaper of general circulation in the county/city at least fifteen (15) days before the deadline to file an objection.

CLERK

Circuit Court for _____ **Case No.** _____
City or County

Name _____

Name _____

Street Address _____ Apt. # _____

VS.

Street Address _____ Apt. # _____

City _____ State _____ Zip Code _____ () _____
Area Code Telephone

City _____ State _____ Zip Code _____ () _____
Area Code Telephone

Plaintiff

Defendant

CERTIFICATE OF PUBLICATION

(DOM REL 75)

I HEREBY CERTIFY that I caused the publication of the attached notice one time in the following newspaper of general circulation: _____
Name of Newspaper

The notice was published on _____, more than 15 days prior to the date specified in the notice for filing an objection to the Petition for Name Change.

Date _____

Signature _____

Attach Notice Here

IN THE MATTER OF

(your current name)

FOR CHANGE OF NAME TO

(new name)

*

IN THE

*

CIRCUIT COURT

*

FOR

*

*

Civil No.: _____

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ORDER FOR CHANGE OF NAME

1. BASIS

The provisions of this order are based upon

☐ An evidentiary hearing before a ☐ Judge ☐ Master.

☐ A ruling by the court without a hearing.

2. ORDER

UPON CONSIDERATION of the Petition to Change Name filed in this matter, it is hereby

ORDERED that the name of _____ be and the same is
changed to: _____

JUDGE